

The Brookings Institution



1775 MASSACHUSETTS AVENUE N.W. / WASHINGTON D.C. 20036 / CABLES: BROOKINST / TELEPHONE: (202) 797-6000

Advanced Study Program

May 12, 1975

Mr. Alfonso Rodriguez
Director of Training
Central Intelligence Agency
Washington, D. C. 20505

Dear Mr. Rodriguez:

Enclosed for your information is a copy of the letter which Kermit Gordon, the President of Brookings, sent to Federal department and agency heads today inviting their participation in Brookings educational programs during fiscal year 1976. We hope that these programs are responsive to the requirements of OMB and the CSC for increased executive development opportunities for government executives.

The enclosed brochure describes each series of educational programs and includes sample schedules from the current year and information on dates, locations, fees and eligibility. Nominees for all programs should be senior officials, preferably in grades GS-16 to GS-18. GS-15s who occupy positions of significant responsibility and who will move into supergrade positions in the near future will also be considered. As President Gordon indicates, we are particularly eager to receive nominations of women and members of minority groups. Special consideration will be given to these nominations.

Additional copies of the brochure and nomination forms may be obtained from Mrs. Karen Horsley of my staff, 797-6272 or 797-6269. Mrs. Horsley can also arrange for a limited number of spaces to be reserved in each program, if this is your preference.

In order to facilitate our planning for these activities, we would appreciate very much receiving your nominations for the 1975-76 series of programs by August 1, 1975, and look forward to hearing from you. With best regards.

Sincerely,

Walter G. Held
Director

Enclosures